TIER III - MAIL LOG

The "KFS Bill Month" is to be completed when charges are located on the bill, and then the log should be included as documentation with the bill payment.

MAIL LOG Fiscal Year: _____ Select Organization **ORG: _____** **Page _____**

Select Date	Name of Sender	Mailing Type (USPS, FedEx, UPS, etc.)	Addressee Name	Address	Business Purpose	KFS Bill Month